

11 May 1953

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Dear Joe:

25X1A6a

This refers to your memorandum of 27 April 1953 regarding utilization of rooms in the [REDACTED] Building. We have answered you today disapproving all of your proposals except the use of Code Room 3 for your analysis operation. I feel that this disapproval should be explained more fully, and hence this letter.

The floor plan as designed here reflects not only a good use of space, but the flow of work and the organizational relationships which we consider to be most effective. I recognize that you have a special problem [REDACTED] at this time; however, we expect that your problem will be reduced greatly in the next eighteen months. It will then become far less important for you to have office proximity to the Chief Engineer. This may also reduce the requirement for the [REDACTED] to be close to your office. Essentially, I do not think it proper to locate the [REDACTED] close to the Chief for the sole reason of keeping him briefed for periods of the [REDACTED] Chief's absence. Realistically this amounts to only a few weeks of the year.

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I believe that a study of our floor plan gives very real guidance to a [REDACTED] Chief in what we consider proper supervision and work flow under normal circumstances. One important staff function which our floor plan does not provide for is that of Chief [REDACTED]. We feel that the Chief [REDACTED] should be located in the general area of the [REDACTED] and not too far from the Chief [REDACTED] but within that general framework you may assign space to him as you see fit. After visiting the [REDACTED] and seeing a first-class [REDACTED] Chief [REDACTED] in operation, I am thoroughly convinced that a Chief [REDACTED] is a valuable staff officer and that the position cannot adequately be filled by the assignment to the [REDACTED] of another [REDACTED]. I will discuss this further with you in other correspondence.

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I hope that this does not seriously interfere with your plans and organizational concept. In point of fact you probably won't have to face this problem

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at all if the usual delays in the activation of a new station are encountered. I do believe, however, that we should work toward this organizational structure and have every confidence that if conditions permit, you will find it advantageous from an operational standpoint. I want to congratulate you on the vigor with which you are attacking this relocation problem and assure you of our confidence in your judgment and handling of all connected problems.

Sincerely,

25X1A9a



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